

A RESOLUTION BY

FINANCE/EXECUTIVE COMMITTEE

02- *p* -2072

**AUTHORIZING THE MAYOR OR HER DESIGNEE TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT WITH THE UNIVERSITY OF GEORGIA IN AN AMOUNT NOT TO EXCEED \$40,000.00, TO CONDUCT A CITIZEN SATISFACTION SURVEY. ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND, ACCOUNT AND CENTER NUMBER: 3P02 524001 D11T0608QNAO**

WHEREAS, the Office of the Mayor desires to enter into an Intergovernmental Agreement with the University of Georgia; and

WHEREAS, the University of Georgia is a public procurement unit; and

WHEREAS, pursuant to Sections 2-1602 and 2-1604 of the Procurement and Real Estate Code of the City of Atlanta, which authorizes cooperative purchasing agreements between governmental agencies and public procurement units, to conduct a Citizen Satisfaction Survey; and

WHEREAS, the Program Manager and the Purchasing Agent of the Bureau of Purchasing and Real Estate have recommended that the Intergovernmental Agreement is executed.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA, that the Mayor or her designee be and is hereby authorized to enter into an Intergovernmental Agreement with the University of Georgia in an amount not to exceed \$40,000.00.

BE IT FURTHER RESOLVED, that the Purchasing Agent of the Bureau of Purchasing and Real Estate be and is hereby directed to prepare an appropriate contractual agreement to be approved by the City Attorney as to form for execution by the Mayor.

BE IT FURTHER RESOLVED, that this contractual agreement shall not become binding on the City, and the City shall incur no liability upon same until contract has been executed by the Mayor and delivered to the contracting party.

BE IT FINALLY RESOLVED, that all services for said contract work shall be charged to and paid from Fund, Account and Center Number: 3P02 524001 D11T0608QNAO

David,

The table below represents the cost for an entire year of surveys. Given the continued search for external support, we can draft a letter of agreement for each survey if that works for you.

Let's discuss it soon.

--Rich

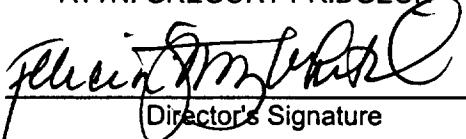
Task	Description	Cost
Survey Instrument Design	Development of a questionnaire and indexes for initial survey	\$ 2,100.00
Pre-test	Pretesting original survey design	\$ 600.00
Instrument Revision	Questionnaire revisions for second, third, and fourth quarters (\$200 each)	\$ 600.00
Sample Design	Pulling sample for each quarter's survey using simple RDD methods (\$250 each)	\$ 1,000.00
Field Work	Generating 600 completes on a 15 minute telephone survey for each quarter (\$8,000 each quarter)	\$ 32,000.00
Data Prep	Weighting data for probability of selection and to reflect true demographic distributions for each survey	\$ 1,200.00
Banner tables	Producing a set of tables broken down by pre-selected demographics for each survey (\$500 per quarter)	\$ 2,000.00
	Contingency	\$ 500.00
<b>Total</b>		<b>\$ 40,000.00</b>

## TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: GREGORY PRIDGEON

  
Commissioner's Signature

  
Director's Signature

Originating Department: Office of the Mayor

Contact Person: Felicia Strong-Whitaker,

Committee(s) of Purview: Finance/Executive

Council Deadline: November 15, 2002

Committee Meeting Dates(s): November 27, 2002

Full Council Date: December 2, 2002

### CAPTION

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### BACKGROUND

### FINANCIAL IMPACT (if any)

#### *Mayor's Staff Only*

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Received by Mayor's Office: 11/14/02  
(date)

Reviewed by:   
(initials) (date)

Submitted to Council: \_\_\_\_\_  
(date)

Action by Committee: ☐ Approved ☐ Advertised ☐ Held ☐ Amended  
☐ Substitute ☐ Referred ☐ Other